DEPARTMENT OF THE NAVY

NAVAL ACQUISITION CAREER CENTER
P O BOX 2033
MECHANICSBURG, PA 17055-0784

Notice to Employees

7/28/2010

MEMORANDUM

From: Director, Naval Acquisition Career Center
To: Naval Acquisition Development Program Employees

Subj   National Security Personnel System (NSPS) Performance Management Notice to
       Employees

1. You are covered by the DoD National Security Personnel System (NSPS). NSPS is a pay
   for performance system that uses a pay pool concept to distribute pay based on
   performance. The information below describes:
   a. The Pay Pool to which you are assigned.
   b. The Pay Pool composition.
   c. The identity of the Pay Pool Officers, their roles and responsibilities.
   d. The NADP Pay Pool Business Rules

2. <u>Pay Pool Name and ID</u>. You are a member of the NAVSEA Pay Pool. The Pay Pool
   identification number for this pay pool is NV76397212.

3. <u>Pay Pool Composition</u>. This pay pool is comprised of all NADP employees within
   NAVSEA.

4. <u>Pay Pool Officials</u>. Your pay pool is overseen and operated by a performance review
   authority, a pay pool manager, and pay pool panel members. Identified below are the pay
   pool officers. If during the appraisal cycle, a job change occurs, the new incumbent of the
   identified position will assume the role identified in this notice. In the event the identified
   position remains vacant for an extended period of time, your pay pool manager will
   communicate to you an alternate until the identified position is filled.

   A. *Performance Review Authority (PRA):*
      Mr. Hugh C. Smith, Director NACC, is designated as the PRA.

   B. *Pay Pool Manager (PPM):*
      Mr. Ronald Fevola, Acquisition Development Program Division Head, is designated
      as the PPM.

   C. *Pay Pool Administrator (PPA):*
      Ms. Shelly Best, NSPS Coordinator, is designated as the PPA.

5. <u>Pay Pool Business Rules</u>: Your pay pool business rules are located on the NADP website
   under the NSPS Information tab.

R.M. Fevola
Career Management Branch Head